



Minutes of the Marino Institute of Education Associated College Degrees Committee (MIE ACDC)

Wednesday 9th May, 2018

Present:

Registrar (Chair): Prof. Paula Murphy

Dean of Undergraduate Studies/Senior Lecturer: Prof. Gillian Martin

School of Education - Head: Prof. Damian Murchan

Quality Officer - Roisin Smith

President of Marino Institute of Education: Dr Anne O'Gara

2nd Representative from Marino Institute of Education: MIE Registrar Dr Seán Delaney

Representatives of MIE Course Groupings -

UG Programmes: Dr Julie Uí Choistealbha

International Foundation Programme: Brendan White

Postgraduate Taught Programmes including Further Education: Dr Gene Mehigan

MIE ACDC Secretary - Ewa Sadowska

Apologies:

Dean of Graduate Studies: Prof. Neville Cox

2nd Representative from the School of Education: Prof. Colette Murphy

In attendance:

Dr Victoria Bruce School Administrative Manager

Vice-President of Global Relations (for IFP item ACDC/17-18/284): Prof. Juliette Hussey

As the start of the meeting, the Registrar welcomed a new Head of the School of Education Prof. Damian Murchan, and Dr Julie Uí Choistealbha, a UG programmes' representative from the MIE.

The Registrar also noted that it was the last meeting to be attended by the President of Marino Institute of Education, Dr Anne O'Gara who represented a positive voice for constructive change in the MIE. The MIE President expressed her appreciation for the effectiveness of ACDC meetings since the new format was set up in 2010, and acknowledged the efficient support provided by the MIE ACDC Secretary Ewa Sadowska. She shared her satisfaction with committee members at seeing in place a significant portfolio of twelve undergraduate and postgraduate taught courses, and gave expression of her appreciation for the inspiring input of the School of Education into the MIE's research with clear potential for further growth.

ACDC/17-18/282 Minutes of ACDC of 14th February 2018

The *Minutes* were approved as circulated. The Registrar noted that the new B.Ed. course through the medium of Irish should not be referred to as B.Oid. which might imply a new award.

ACDC/17-18/283 Matters arising



It was noted that all Actions had been attended to apart from those commented on separately as outstanding. The Registrar noted that

Re. ACDC/16-17/258 Action 4: The MIE Registrar clarified that it had not been possible to get someone to work alongside Prof. Paul Conway in 2017/18 at short notice. Instead, the nomination of Prof. Brian Murphy would be a full replacement when Prof. Conway's term finishes in the summer of 2018.

Re. ACDC/17-18/263 Acton 6: The Registrar confirmed that a meeting with representatives from the Academic Registry and the MIE Registrar's Office had taken place on the 5th of April and resulted in an exchange of useful information and documentation between the staff of the two institutions aimed at improving inter-institutional administrative processes going forward.

Re. ACDC/16-17/277 Action 6: The Registrar noted that MIE was still to provide a copy of the draft procedure for programme review to the Quality Officer for review.

Re. ACDC/16-17/281 (i): The Registrar clarified that feedback was still outstanding from the broker on insurance for validated students as members of Trinity's societies.

ACDC/17-18/284 Standing item on International Foundation Programme (IFP)

The Vice-President of Global Relations was present for the item and provided an update on the current situation with respect to the 2017/18 IFP cohort as follows:

In terms of progression, of the 47 students sitting final exams in May, approximately 36 were expected to reach the requirements of their chosen undergraduate programmes. This would represent a progression rate of 77% compared with 79% in the first year of the programme.

With regard to Health Science interviews, a total of eighteen candidates for Dental Science, Pharmacy and Medicine sat interviews in March and April. One candidate received a negative outcome from the School of Medicine while all others were successful. Those interviewed for Pharmacy had not received feedback to date. In a short discussion it was noted that interview criteria had not been known prior to the interviews. It was suggested to explore a possibility of initial interviews taking place prior to students commencing the IFP, for example by Skype, by School representatives facilitated by the admissions team in the MIE in order to avoid the situation of a negative outcome for a student already half way through the IFP, if the criteria are such that they can be determined before a student enrolls on the programme.

Action 1: The MIE Registrar to bring the issues to the IFP coordinating committee for discussion.

Re Engineering & Science laboratory work: Laboratory practicals for IFP students took place in late February and March in the Schools of Physics and Chemistry, and the Biology



Teaching Centre. However, the labs were only available during the reading week. In order to overcome that time constraint, a new science laboratory classroom will be provided on the MIE campus from the next academic year. The MIE President noted that a number of course directors from destination courses had attended the IFP certificate ceremony the previous year in the MIE. It was also suggested that following an example of Prof. John Walsh from the School of Pharmacy who had come to talk to the students during their lab classes in Trinity, more course directors would be invited to meetings to strengthen the link between IFP students and destination programmes in Trinity.

Re 2018-19 IFP admissions, a total of 157 applications had been reviewed to date from over 30 countries. A total of 76 offers had been made of which eight were final unconditional offers and 27 students had confirmed their place on the programme. Acceptances to date had come from Russia, China, Qatar, UAE, Saudi Arabia, Egypt, Turkey, Nigeria and Tanzania. This compared with 45 offers one year before of which nine were final unconditional offers and 19 students had confirmed their places. In particular, the fifteen applications from Turkey during the current year were commented on as they were of high quality and enabled four offers to be made. The increased number of applications from Turkey appears to have been the result of more intensive engagement with the country by the regional officer. The IFP Director was optimistic about reaching a target of sixty students registering for the next academic year.

The Vice-President of Global Relations thanked the MIE staff and the MIE President in particular for the success of the IFP. The MIE President noted that the IFP students contributed to increasing the student diversity on the campus. The Registrar congratulated all interested parties for the successful running of the programme embarking onto its third year noting that it was going from strength to strength. The Vice-President of Global Relations left the meeting at that point.

Action 2: The Vice-President of Global Relations and the MIE representative of the IFP to provide their respective updating reports for the next meeting.

ACDC/17-18/285 Standing item on the QQI Quality Assurance of Linked Providers

The Quality Officer provided a brief update on Trinity's approval of the quality assurance procedures. In May 2017, Trinity commenced the process of approval of quality assurance procedures with another linked provider under the approved Policy on the Approval of Higher Education (Linked Provider) Quality Assurance Procedures (January 2017), but the process was stalled in June 2017 to facilitate the provision of legal advice to College regarding the extent of Trinity's responsibility and liability in the implementation of the Act with respect to linked providers. The decision of the College Board (BD/17-18/114) was to rescind the policy on the Approval of Higher Education (Linked Provider) Quality Assurance Procedures (January 2017), and set up a new one to be brought through committees in due course. The revised policy and procedure incorporating the legal advice received by Trinity on the 'Approval of Linked Providers' Quality Assurance Procedures' was brought to Quality Committee in April 2018. It was circulated for consideration by members, prior to submission to the University Council and College Board for approval.



The Quality Officer took the circulated revised policy as read and noted that its scope stipulates that

- (i) Trinity quality assures the linked providers' quality procedures in relation to validated academic programmes, the quality of teaching and learning, and the student experience of teaching and learning on these programmes;
- (ii) Trinity requires that linked providers self-certify the quality of non-academic procedures which fall within the legal and corporate responsibility of the linked providers as separate legal entities and provide to Trinity a signed checklist detailing those procedures,
- (iii) where any such procedures have a statutory basis, linked providers are also asked to provide evidence of external review and assurance of those procedures;
- (iv) Trinity reserves the right to audit any or all of the linked providers' quality assurance policies and procedures.

The Quality Officer drew members' attention to Section 8 of the revised policy which stipulates that the initial approval of proposed quality assurance procedures is a once-only requirement. However, the policy further states that the linked provider is expected to meet all costs associated with its own internal quality assurance and the required external review and assurance of procedures in respect of non-academic and related services procedures which fall within the legal and corporate responsibility of the linked provider as a separate legal entity with a statutory basis. The MIE President noted that the MIE had already put in place a practice of cyclical external reviews of service-related areas, like information technology (IT). The Quality Officer alerted the MIE members to the need of paying attention to changes in the external legislative environment, like that of the forthcoming General Data Protection Regulation (GDPR), which would require adequate updates to policies and procedures to be implemented in the MIE. She summed up the difference between a policy and a procedure by noting that policies were for the public domain while procedures were for an internal institutional use. The Quality Officer concluded that after approval of the revised policy Trinity's approval of the quality assurance procedures of linked providers would proceed the following academic year.

Finally, the Quality Officer drew members' attention to the recently released *QQI Blended Learning Guidelines*, to which MIE should give due consideration in their quality assurance procedures as they relate to programmes offered. The QQI Green Paper on Assessment is out for consultation and responses are due by December 2018, and MIE should consider if it wants to put in a response to the paper.

In a short discussion which followed, the Head of School of Education asked for a change in Section 7.4.2.d to permit a nominee to be proposed by Head of School, and in Section 7.4.4 to state that submission of documentation to the LPQA working group should be made during the statutory term following the regulation in Section 7.4.9. That was agreed.

***ACDC/17-18/286 Standing update on communication & inter-institutional collaboration
Senior Lecturer/Dean of Undergraduate Studies on policy and procedure issues relevant to MIE***

The Senior Lecturer/Dean of Undergraduate Studies noted that Council had approved in April a revised External Examiners' Policy containing a new clause on the "Remote Attendance by External Examiners" which would normally affect supplemental courts of



examiners, and only in exceptional circumstances annual courts. The revised policy was uploaded on the Academic Policies webpage on the Trinity Teaching & Learning website.

ACDC/17-18/287 New validated course proposal of Irish-medium Bachelor in Education - for noting

This item was a continuation of *ACDC/17-18/275* where it was stated that possibility might be given to treat the successful tender as equivalent to an external review to expedite the approval process of the new course proposal. The MIE Registrar spoke to his circulated memorandum and the new Irish-medium Bachelor in Education course proposal. He thanked the Senior Lecturer/Dean of Undergraduate Studies, and in particular the staff of Academic Affairs, Marie McPeak for her thorough review of the draft document crucial in ensuring that the proposal had been submitted to the University Council in a timely manner, and would meet the CAO deadline, and to Ewa Sadowska for her advice on the approval process of the new course proposal.

The MIE Registrar clarified that the course would be delivered by the MIE from 2019/20. He noted that the February meeting had been advised that MIE had submitted a bid for the competitive tender to provide the initial teacher education course through the medium of Irish. Notification of the award of tender came on 5 March 2018. The course was designed in the context of national policy developments and with consideration given to the Department of Education and Skills' *Policy on Gaeltacht Education 2017-2022*. The overarching goal of the policy is to ensure the availability of high quality and relevant Irish-medium education in Gaeltacht schools and the use of Irish in Gaeltacht communities. One of the seven pillars of the policy is to improve the quality of teaching through Irish to ensure that teachers have the necessary Irish-language proficiency and pedagogical knowledge, skills and competence, with specific reference to differentiated teaching and learning, immersion education and Gaeltacht education. The conceptual framework and specified areas of study and modules of the Irish-medium Bachelor in Education are based on the Teaching Council-accredited MIE Initial Teacher Education B.Ed. course; the content of the English-medium B.Ed. course was reviewed and approved by the University Council on 13 June 2012.

The proposal for the new Irish-medium Bachelor in Education was considered on 24 April 2018 by the Undergraduate Studies Committee which approved the proposal in principle and recommended that it be presented to the next Council. In response to another recommendation at that meeting, the number of student representatives on the course committee was increased to two in the version circulated.

A draft of the proposed course was recently reviewed by Prof. Melanie Ní Dhuinn (from the School of Education) who gave it detailed consideration. Her recommendation that a separate Irish language competency test be required for the recruitment of new staff to teach on the course was accepted. In relation to the assessments, Prof. Ní Dhuinn's observation that the use of a 3,000-word essay or 3-hour exam might be disproportionate for a module worth 5 ECTS credits would be considered at the next meeting of the Course Committee. Notwithstanding the pending discussion, Prof. Ní Dhuinn's comments were reflected in a modification to the assessment loads of the named modules and in



incorporating the required change in the assessment of the module “Historical Understanding of Education.” In a short discussion which followed, some members noted that any review of the assessment should be done in light of the assessments on the English-medium B.Ed. so that the Irish-medium course would not look like an unduly soft option of gaining the B.Ed. degree and a teaching qualification. The MIE President expressed her delight with having won the tender and acknowledged the support of some academic staff from the School of Education in the planned delivery of the new course. She also advised of two new vacancies advertised the previous week aimed at supporting the new course.

ACDC/17-18/288 Proposal for a postgraduate course in International Education – for noting

The MIE President stated that the School of Education and the MIE had agreed to collaborate in setting up a new Masters course in International Education to prepare teachers to teach International Baccalaureate (IB) programmes in schools. Further information would be forthcoming in due course.

ACDC/17-18/289 MIE update on Sahlberg Report – for noting

This item was a continuation of ACDC/17-18/276. The MIE President introduced the item by reminding the committee that the Sahlberg report had been commissioned by the Minister for Education and Skills and published in July 2012 as *Report of the International Review Panel on the Structure of Initial Teacher Education [ITE] in Ireland*. The report reviewed the initial teacher education infrastructure in Ireland, and suggested organising it in six clusters to strengthen the ITE quality. The Sahlberg report proposed that the Schools/Departments of Education/ in Trinity, MIE, UCD and NCAD should amalgamate on the MIE campus to provide streamlined ITE. The HEA was evaluating progress on the report with a review visit to have taken place on 30 April. The written input was provided by a collaborative document from the MIE including feedback from the School of Education and the insitute, in consultation with the Vice Provost. A collaborative document authored by the four institutions Trinity, MIE, UCD and NCAD was also provided. The MIE and Trinity showcased their ongoing inter-institutional bilateral collaboration showing a natural organic dynamic. All four institutions agreed to propose that there should be seven instead of the six clusters originally identified breaking up the Trinity, MIE, UCD and NCAD group into two pairs i.e., Trinity and MIE, and UCD and NCAD. The MIE President underlined the collaborative Trusteeship of MIE by Trinity and the Christian Brothers European Province, and strong teaching and research links between the School of Education and the MIE with potential for growth.

In conclusion, the MIE President noted that the review report from the HEA was expected to be made public before the summer after it had been endorsed by the Minister for Education and Skills and Department for Education and Skills.

Action 3: MIE President to provide a report on the HEA review report to the next meeting.

ACDC/17-18/290 Nominations of external examiners – for consideration

The MIE Registrar spoke to his circulated memorandum, and drew members’ attention to the nominees’ CVs. The committee considered nominations of Prof. Brian Murphy (UCC) as



External Examiner for B.Ed. & Prof. Emer Ring (Mary Immaculate College) for MES in Intercultural Education & Early Childhood Education. In a short discussion which followed the Head of the School of Education endorsed the nomination of Prof. Brian Murphy, and the MIE Registrar clarified that Prof. Emer Ring's experience and academic strength lies firmly in research, inclusion and language acquisition rendering her eminently suitable to the task.

Action 4: The MIE ACDC secretary will source feedback from the Dean of Graduate Studies and if positive, bring the nominations to the next University Council.

ACDC/17-18/291 To consider Calendar II and III changes for 2018/19

The MIE Registrar spoke to his circulated memorandum and outlined the proposed changes which the committee agreed to recommend for approval by the University Council via the respective Undergraduate and Graduate Studies Committees.

Action 5: The MIE ACDC secretary will bring the Calendar changes to the respective committees.

ACDC/17-18/292 AOB

- (i) The Registrar asked about which day of the week would suit the MIE members for a meeting next year. After a short discussion it was agreed that if possible it could be Wednesday morning other than on Council days to avoid clashes.
- (ii) The MIE President thanked the Senior Lecturer/Dean of Undergraduate Studies for her helpful updates on new policies and procedures useful for development of administrative and academic documentation in MIE.

There being no other business the meeting ended at 11am.

Date 9th May, 2018 Registrar _____